

**WESTWOOD REGIONAL BOARD OF EDUCATION
NOVEMBER 19, 2020**

REGULAR MEETING AGENDA

Special Note: N.J.S.A 10:4-8(b) authorizes local units to conduct public meetings through use of streaming services and other online meeting platforms in certain circumstances. Therefore, in light of the current Public Health Emergency and current temporary transition to remote learning at the High School, the Board of Education meeting will be held online. The district website contains detailed information.

1. Meeting called to order at approximately 6:00 PM.
2. Roll Call
3. **EXECUTIVE SESSION**

Motion: the Board will recess to meet in Private Executive Session for the purpose of discussing personnel and legal matters. The Board will reconvene in Public Session at approximately 7:00 p.m. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.
4. Meeting called to order at approximately 7:00 p.m. online.
5. SALUTE TO THE FLAG
6. Roll Call
7. The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Westwood Regional Board of Education has caused notice of this meeting to be sent to the following announcing time and place thereof:
Westwood Borough Hall
Westwood Public Library
Township of Washington Administration Building
Township of Washington Free Public Library
The Record
Community Life
Pascack Press
8. **MINUTE APPROVAL**
 - A. Motion: that approval be given to the following meeting minutes:
 - 102920 Regular BOE Meeting
 - 110920 Finance and Facilities Committee Meeting
 - 111320 Curriculum Committee Meeting
 - 111720 Policy Committee Meeting
9. Superintendent's Report
 - Presentation of the 2019-20 ABR Self-Assessment Grades in accordance with P.L.2010, c.122
10. Board President's Report
11. Business Administrator's Report
12. Student Representative's Report
13. Committee Reports
 - A. Policy & Governance: Chairperson - J. Abou-Daoud
 - B. Finance & Facilities: Chairperson - A. Gerstmayr
 - C. Curriculum & Instruction: Chairperson - F. Romano
 - D. Negotiations (Ad Hoc): Chairperson - R. Hanlon

14. **AWARDS AND RECOGNITION**

A. None

15. **SPECIAL PUBLIC REPORT**

A. None

16. **PUBLIC FORUM** (Pursuant to Board Policy 0167 – Public Participation in Board Meetings)

During this portion of the meeting, district residents and staff are invited to address the Board of Education on any topics specifically addressed in this agenda or on any other questions, comments, or concerns that may be in respect to the operation of their schools. The Board requests that individuals wishing to speak raise their hand and sign the speakers’ list via the chat feature in Zoom giving name and address, and asks that all remarks be directed to the Board as a whole (not to individuals). The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding personnel matters are discouraged and cannot be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. If a matter concerning a district staff member is of interest or concern to a resident, the matter should be referred to the responsible Building Principal, Superintendent of Schools, or the Board of Education, either by telephone, letter, or email.

Although the Board may not respond to items raised during the public forum, all public comments will be considered and may be discussed tonight under the appropriate agenda items or "new business" at this meeting, at subsequent meetings under "old business," or during a Board committee meeting, if appropriate.

Each speaker’s statement will be limited to five (5) minutes in duration. The Public Forum will be limited to one (1) hour in duration.

17. **ADMINISTRATIVE / GOVERNANCE**

A. Motion: that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision on the Harassment, Intimidation and Bullying matters as required by N.J.S.A. 18A:37-1S(b)(6)(e) on the following cases:

Incident Number
1. 219918_WRJ_10022020
2. 220076_WRM_10222020

B. Motion: that upon the recommendation of the Superintendent, the Board approves submission of the 2019-20 Anti-Bullying Bill of Rights Act (ABR) Self-Assessment/Statement of Assurance and reports, per attached.

C. Any Administrative/Governance addendum items will be considered at this time.

18. **POLICY** (click [here](#) to view draft policies)

A. Motion: that upon the recommendation of the Superintendent, approval be given to approve the following Policies/Regulations as a *First Reading*:

POLICIES	TITLE
1. B0164.6	Remote Public Board Meeting During a Declared Emergency (M)
2. P1631	Residency Requirements for Person Holding School District, Employment, or Position
3. P2440	Summer Session
4. P2464	Gifted and Talented Students (M)
5. P6440	Cooperative Purchasing (M)
6. P7450	Property Inventory
7. P6470.01	Electronic Funds Transfer and Claimant Certification (M)
8. P6472	Tuition Assistance
9. P7510	Use of Facilities (M)
10. P8561	Procurement Procedures for School Nutrition Programs (M)

11. P9180	School Volunteers
12. P9181	Volunteer Athletic Coaches and Co-Curricular Activity
REGULATIONS	TITLE
1. R6470.01	Electronic Funds Transfer and Claimant Certification (M)

- B. Motion: that upon the recommendation of the Superintendent, approval be given to approve the following Policies/Regulations as a *Second Reading*:

POLICIES	TITLE
1. P1510	Americans with Disabilities Act (M)
2. P1620	Administrative Employment Contracts (M)
3. P2431	Athletic Competition (M)
4. P5330.05	Seizure Action Plan (M)
5. P7440	School District Security (M)
6. P8420	Emergency and Crisis Situations (M)
REGULATIONS	TITLE
1. R1510	Americans with Disabilities Act (M)
2. R2431.1	Emergency Procedures for Sports and Other Athletic Activity (M)
3. R5330.05	Seizure Action Plan (M)

- C. Any Policy addendum items will be considered at this time.

19. **PERSONNEL**

- A. Motion: that upon the recommendation of the Superintendent, approval be given for the following resignations:

NAME	POSITION	LOCATION	UPC	EFFECTIVE DATE
Masse, Lynne	Aide	Middle School	AIDE-GEN-33	November 20, 2020

- B. Motion: that upon the recommendation of the Superintendent, approval be given for the following staff members to use sick days borrowed from the WEA Sick Leave Bank during the **2020-2021** school year, as provided under the contract between the Westwood Education Association and the Westwood Regional Board of Education:

EMPLOYEE NO.	POSITION	BUILDING	NO. OF DAYS BORROWED
1. 4738	Teacher	Brookside	11
2. 4018	Teacher	Washington	9

- C. In Motion: that upon the recommendation of the Superintendent, approval be given for the following *revised* maternity leave of absence for the **2020-2021** school year:

NAME	POSITION	BUILDING	DATES OF PAID LEAVE	DATES OF FAMILY LEAVE*	DATES OF CHILD-REARING LEAVE**
1. 6340	Math Teacher	Middle School	09/14/20-11/11/20 (using 40 Sick Days)	11/12/20-02/17/21	N/A

* unpaid with benefits under FMLA/NJFLA

**unpaid and without benefits

- D. Motion: that upon the recommendation of the Superintendent, approval be given for the following medical leave of absence for the **2020-2021** school year:

EMPLOYEE NO.	POSITION	BUILDING	DATES OF FMLA/MEDICAL LEAVE	DATES OF UNPAID FMLA*
1. 4271	Teacher	George	10/29/20-12/23/20 (40 Sick Days)	N/A
2. 6563	Teacher	Berkeley	11/20/20-12/17/20 (18 Sick Days)	12/18/20-01/01/21

*with benefits

- E. Motion: that upon the recommendation of the Superintendent, approval be given for the following leave of absence under the Family First Coronavirus Act's (FFCRA) Emergency Paid Sick Leave Act (EPSL) for the **2020-2021** school year as follows:

EMPLOYEE NO.	LOCATION	EPSL*
1. 5283	B&G	10/20/20-10/30/20 (9 EPSL Days)
2. 6558	Middle School	11/02, 11/04, 11/09-11/13/2020 (7 EPSL Days)
3. 6002	B&G	11/03-11/13/2020 (9 EPSL Days)
4. 6071	Berkeley	11/16/20-11/23/20 (6 EPSL Days)
5. 6577	Berkeley	11/16/20-11/23/20 (6 EPSL Days)
6. 4852	Washington	11/11/20-11/13/20 (3 EPSL Days)
7. 6625	High School	11/12, 11/13, 11/16 Half Day AM (2.5 EPSL Day)
8. 5011	Washington	11/09-11/20/20 (10 EPSL Days)
9. 4107	Brookside	11/09-11/13/20 (5 EPSL Days)
10.6592	B&G	11/09-11/20/20 (10 EPSL Days)
11.4509	PreSchool	11/02-11/04, 11/09-11/10/20 (5 EPSL Days)
12.5693	HS	11/11-11/16/20 (4 EPSL Days)

*paid at regular pay limited to \$511 per day and \$5,110 total, with benefits

- F. Motion: that upon the recommendation of the Superintendent, approval be given for the following *revised* leave of absence under the Family First Coronavirus Act's (FFCRA) Emergency Paid Sick Leave Act/Family and Medical Leave Act (FMLA)/Medical Leave for the **2020-2021** school year as follows:

EMPLOYEE NO.	POSITION/ LOCATION	EPSL*	FMLA/MEDICAL LEAVE USING SICK DAYS	MEDICAL LEAVE	FMLA USING PERSONAL DAYS	FMLA UNPAID**
1. 4309	Elementary Teacher/ Washington	09/09/20-09/22/20 (10 EPSL Days)	09/23/20-04/19/21 (130 Sick Days)	N/A	N/A	N/A
2. 4738	Special Education Elementary Teacher/ Brookside	09/14/20-09/25/20 (10 EPSL Days)	09/29/20-11/10/20 (29 Sick Days) and 11/18/20-12/04/20 (11 Sick Days)	N/A	11/11/20-11/17/20 (5 Personal Days)	N/A
3. 4018	Elementary Teacher/ Washington	09/09/20-09/22/20 (10 EPSL Days)	09/23/20-10/07/20 and 10/15/20-11/30/20 (39 Sick Days)	N/A	10/08/20-10/14/20 (5 Personal Days)	N/A

*paid at regular pay limited to \$511 per day and \$5,110 total, with benefits

** with benefits

- G. Motion: that upon the recommendation of the Superintendent, approval be given for the following *revised* leave of absence under the Family First Coronavirus Act's (FFCRA) Emergency Family and Medical Leave Expansion Act (EFMLEA)/Expanded NJFLA for the **2020-2021** school year as follows:

EMPLOYEE NO.	POSITION	BUILDING	EFMLEA USING PERSONAL DAYS	EFMLEA/NJFLA USING EPSL*	EFMLEA/NJFLA USING PAID EFMLEA**
1. 4405	Elementary Teacher	George School	09/09/20-09/15/20 (5 Personal Days)	09/16/20-09/22/20 (5 EPSL Days)	09/23/20-11/30/20

* paid at 2/3 of regular pay limited to \$200 per day and \$2,000 total, with benefits

**paid at 2/3 of regular pay limited to \$200 per day and \$10,000 total, with benefits

- H. Motion: that upon the recommendation of the Superintendent, approval be given for additional sixth periods for the following staff for the **2020-2021** school year effective November 9, 2020:

NAME	POSITION	BUILDING	STIPEND
1. Brazofsky, Kristen	Special Education	High School	\$17,861.00
2. Daly, Christine	Special Education	High School	\$18,942.00

3. DiLuzio, Tracey	Special Education	High School	\$10,862.00
4. Rashid, Umbereen	Social Studies	High School	\$11,796.00
5. Thames, Bruce	Social Studies	High School	\$18,871.00

- I. Motion: that upon the recommendation of the Superintendent, approval be given for the following school nurses for additional hours to provide COVID-19 contact tracing assistance due to COVID-19 pandemic related needs during the **2020-2021** school year:

NAME	POSITION	HOURS	RATE OF PAY
1. Peterson, Susannah	Nurse - Berkeley	As needed	Hourly rate of pay based upon salary
2. Parke, Anna	Nurse - Brookside	As needed	Hourly rate of pay based upon salary
3. Alessi, Charlene	Nurse - George	As needed	Hourly rate of pay based upon salary
4. Catalano, Heidi	Nurse - Washington	As needed	Hourly rate of pay based upon salary
5. Galow, Kenia Liz	Nurse - Middle School	As needed	Hourly rate of pay based upon salary
6. Sullivan, Jennifer	Nurse - High School	As needed	Hourly rate of pay based upon salary
7. Tarabocchia, Nicole	Nurse - PreSchool/High School	As needed	Hourly rate of pay based upon salary

- J. Motion: that upon the recommendation of the Superintendent, approval be given for payment of a \$6,000 stipend in total to Lead Nurse Deborah Penn for additional services rendered retroactive to September 14, 2020 as COVID-19 Health Coordinator, payable in three (3) equal installments in November 2020, February 2021 and June 2021 for the 2020-2021 school year.

- K. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of the following staff member for additional hours at a rate of \$42 per hour due to COVID-19 pandemic related needs during the **2020-2021** school year:

NAME	POSITION	NO. OF HOURS
Sigona, Nicole	Spanish Teacher - Educere	1.5

- L. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of staff and salaries for Extra Curricular activities for the **2020-2021** school year:

NAME	EXTRA CURRICULAR	BUILDING	STIPEND
1. Astudillo, Bonnie	AV Coordinator	Berkeley	\$806
2. Lizzi, Christina	AV Coordinator	Berkeley	\$806
3. Adkins, Brian	AV Coordinator	Brookside	\$1,612
4. Kirby, Kimberly	AV Coordinator	George	\$1,612
5. Loscalzo, Michele	AV Coordinator	Washington	\$1,612

- M. Motion: that upon the recommendation of the Superintendent, approval be given for the appointment of staff and salaries for Extra Curricular activities for the **2020-2021** school year funded by CARES Act:

NAME	EXTRA CURRICULAR	BUILDING	STIPEND
1. Akins, Kelly	CARES Act Tutor	Middle School	\$42.00 per hour
2. Penn, Matthew	CARES Act Tutor	Middle School	\$42.00 per hour
3. Basovsky, Kathleen	CARES Act Tutor	Brookside	\$42.00 per hour
4. Biesel, Rebecca	CARES Act Tutor	Washington	\$42.00 per hour
5. De Vito, Alexa	CARES Act Tutor	Brookside	\$42.00 per hour
6. Giordano, Amanda	CARES Act Tutor	Washington	\$42.00 per hour
7. Goldman, Barnett	CARES Act Tutor	Washington	\$42.00 per hour
8. Johnston, Tracy	CARES Act Tutor	Brookside	\$42.00 per hour
9. Keahon, Rita	CARES Act Tutor	Brookside	\$42.00 per hour
10. LeParc, Evangelia	CARES Act Tutor	Brookside	\$42.00 per hour
11. Mosery, Erica	CARES Act Tutor	George	\$42.00 per hour

12. Schell, Alison	CARES Act Tutor	Washington	\$42.00 per hour
13. Schneider, Brittany	CARES Act Tutor	George	\$42.00 per hour
14. Stewart, Sarah	CARES Act Tutor	Berkeley	\$42.00 per hour
15. Stiles, Samantha	CARES Act Tutor	George	\$42.00 per hour
16. Tacchi, Christina	CARES Act Tutor	Berkeley	\$42.00 per hour

- N. Motion: that upon the recommendation of the Superintendent, approval be given for the following staff to participate in out-of-district online conferences for the **2020-2021** school year

NAME/SCHOOL	CONFERENCE ATTENDING	CONFERENCE SPONSOR	DATES ATTENDING	COSTS NOT TO EXCEED
1. Loor, Esther/ Brookside	Stronge Training for New Administrators	Stronge & Associates	01/13/2021, 01/20/2021, 01/27/2021	\$585.00
2. Urbanovich, Nicholas/ High School	American Baseball Coaches Convention	American Baseball Association	01/07 - 01/10/2021	\$90.00
3. Zito, Irene/ Special Services	Managing Frustration, Anxiety, and Teaching Social Skills	AEP Connections	12/08/2020	\$165.00

- O. Any Personnel addendum items will be considered at this time.

20. **FINANCE / FACILITIES**

- A. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2019-2020 school year for November in the amount of \$153,511.54 be approved for payment in accordance with the lists reviewed by the Board.
- B. Motion: that upon the recommendation of the Superintendent, invoices for materials received and services rendered for the 2020-2021 school year for November in the amount of \$797,008.44 be approved for payment in accordance with the lists reviewed by the Board.
- C. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:

WHEREAS, K&D Contractors, LLC. was awarded the bid for the Westwood Regional Middle School Sprinkler Installation Project; and

WHEREAS, K&D Contractors, LLC has submitted the following change order proposal which has been approved by the architect:

Change Order Proposal - CO #004

This Change Order authorizes \$6,850.00 (amount to be added to the contract) to replace an existing 1-½” cold water line from the existing crawl space to the ceiling adjacent to the existing restrooms and

The new Total Contract value will increase to the sum of \$738,842.68; and

WHEREAS, FKA Architects has verified that these changes are necessary based upon the need to rectify unforeseen conditions uncovered during construction pursuant to N.J.A.C. 6A:26-4.9.

NOW THEREFORE BE IT RESOLVED that the Board approves this change order and the contract amount is revised to reflect this change.

- D. Motion: that upon the recommendation of the Superintendent, approval be given to the following resolution:

WHEREAS, Paving Materials and Contracting, LLC. was awarded the bid for the Westwood Regional Middle School A-Field Refurbishment Project; and

WHEREAS, Paving Materials and Contracting, LLC. has submitted the following change order proposal which has been approved by the architect:

Change Order Proposal - CO #004

This Change Order authorizes \$9,000.00 (\$6,385.00 to be deducted from the allowance) for a generator rental to operate irrigation system for the A-field; and

The new allowance amount to be \$ 0.00; the Total Contract value will increase \$2,615; New Total Contract sum \$729,362; and

WHEREAS, FKA Architects has verified that these changes are necessary based upon the need to rectify unforeseen conditions uncovered during construction pursuant to N.J.A.C. 6A:26-4.9.

NOW THEREFORE BE IT RESOLVED that the Board approves this change order and the contract amount is revised to reflect this change.

E. Motion: that upon the recommendation of the Superintendent, the following resolution be adopted:

WHEREAS, Westwood Regional School District seeks to utilize the funds for the expansion and upgrade of the school security system and equipment through the existing contractor AVS Technologies Inc. (AVS); and

WHEREAS, the cost for this product and service will exceed the Bid threshold; and

WHEREAS, Westwood Regional School District has made a substantial investment in the schools' security system through AVS; and

WHEREAS, the public's need for the proprietary equipment is of a compelling nature, such that the value gained by the public as a result of the proprietary designation overshadows the public benefit of permitted "brand name or equivalent" and the benefits of such competition;

NOW, THEREFORE, BE IT RESOLVED that the Westwood Regional Board of Education hereby authorizes pursuant to the requirements of N.J.A.C. 5:34-9.1(b) the Business Administrator to purchase service(s) and product(s).

F. Motion: that upon the recommendation of the Superintendent, approval be given for the purchase and installation of equipment needed to replace lower quality analog existing security cameras with higher quality digital cameras for the Westwood Regional School District by AVS Technologies (AVS), a proprietary provider of security services, for an amount not to exceed \$27,463.40.

G. Motion: that upon the recommendation of the Superintendent, approval be given to out-of-district tuition contracts for the 2020 ESY program and 2020-21 school year as per the list below:

School Name	Town, State	ESY 2020 Tuition	Tuition 2020-21 school year	NJ ID Number
South Bergen Jointure	Maywood, NJ	N/A	\$69,100.00	9129761097
New Alliance	Rochelle Park, NJ	\$5,751.00	N/A	7546264997
ECLC	HoHoKus, NJ	\$6,211.40	\$55,902.60	3234033806
ECLC	HoHoKus, NJ	\$6,211.40	\$55,902.60	8311585320
ECLC	HoHoKus, NJ	N/A	\$55,902.60	5921014545
ECLC	HoHoKus, NJ	\$6,211.40	\$55,902.60	5332861579

H. Motion: that upon the recommendation of the Superintendent, approval be given for the acceptance of the Westwood Regional Middle School Italian grant in the amount of \$3,000.00 for the purchase of digital resources from the Italian American Committee on Education.

I. Motion: that upon the recommendation of the Superintendent, approval be given to the following Special Education vendor(s) for the 2020-2021 school year as per the list below:

Vendor	Amount	Student	State ID Number
JTF Vision Rehabilitation Specialist	\$16,625.00	C.M.	2899460623
Bayada Home Health Care, Inc.	\$ 1,288.00	I.B.	3603929545
Loving Care Agency, Inc.	\$ 2,700.00	I.B.	3603929545

- J. Motion: that upon the recommendation of the Superintendent, approval be given to the following transportation contract quotes for the 2020-2021 school year:

Contractor	Route #	Cost	Aide	School
CA Transportation LLC	CA1	\$300.00/diem	N/A	Bergen County Technical HS, Teterboro
Scholastic Bus	BCAT 1	\$322.00/diem	N/A	Bergen County Applied Tech HS 2 Bergen Community College

- K. Motion: that upon the recommendation of the Superintendent, approval be given to authorize the submission of the *amended* ESEA Application for Fiscal Year 2021 and accepts the grant award of these funds upon the subsequent approval by the New Jersey Department of Education

Title I	\$ 167,563
Title IIA	\$ 63,532
Title III	\$ 12,293
Title IV*	\$ <u>-0-</u>
TOTAL	\$ 243,388

- L. Motion: that upon the recommendation of the Superintendent, approval be given to authorize the submission of the *amended* IDEA Application for Fiscal Year 2021 and accepts the grant award of these funds upon the subsequent approval by the New Jersey Department of Education:

Basic	\$ 864,325
Preschool	\$ <u>38,267</u>
TOTAL	\$ 902,592

- M. Motion: that upon the recommendation of the Superintendent, approval be given to the online professional development subscription for Otis Teacher and Technology Training from CDW-G through co-op #ESCNJ18/19-03 in the amount of \$23,250.00 funded with monies through the Cares Act.

- N. Any Finance addendum items will be considered at this time.

21. **CURRICULUM / PROGRAMS**

- A. Any Curriculum/Programs addendum items will be considered at this time.

22. Old Business

23. New Business

- A. Inclement Weather Days

24. **ADJOURNMENT**

Motion: that this meeting be adjourned and the Board meet in Private Executive Session for the purpose of discussion of personnel, litigious, and negotiation matters. The decisions which emanate from these discussions will be disclosed to the public when action is taken by the Board.